

FUNDAMENTALS OF MANAGEMENT

Title of Study Programme and Code		Type (compulsory/optional)	Cycle	Year of study when the component is delivered (if applicable)
Transport Business 6531LX074		Compulsory	1 st	2 nd year
Semester/trimester when the component is delivered		Number of ECTS credits allocated	Language of instruction	Mode of delivery (face-to-face/e-learning/...)
3 rd		6 ECTS	English	Face-to-face lectures, distant learning
Learning outcomes			Study methods	Assessment methods
After completion of the study subject, a student should be able:			Lectures; Group work; Interpretation of concepts; Analysis of the solution; Solution of the individual tasks; Simulation.	Written exam; Test; Defense of the individual homework.
LO 1	To define various management schools (theories) and explain the causes of their origin.			
LO 2	To define the attitudes of the modern management referring to which it is aimed at the integration of various management theories.			
LO 3	To define environments acting in the company and factors of direct and indirect impact.			
LO 4	To perform a SWOT analysis of the company.			
LO 5	To apply the results of the SWOT analysis in the process of making decisions and planning.			
LO 6	To assess activity results of the company (subdivision).			
LO 7	To analyze the system of the company plans.			
LO 8	To prepare an activity plan of the company (subdivision).			
LO 9	To define organization process theories, terms, formulas and regulations.			
LO 10	To define various management schools (theories) and explain the causes of their origin.			
LO 11	To define the attitudes of the modern management referring to which it is aimed at the integration of various			

	management theories.		
LO 12	To define environments acting in the company and factors of direct and indirect impact.		
Prerequisites (these courses must be successfully completed prior to taking this particular course)			
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Course content			
<ol style="list-style-type: none"> 1. Introduction to the management science. Management science history, essence and concepts. Development of management theories. 2. Organization as a system. Environments of the organization. 3. Culture, social liability and ethics of organizations. 4. Communication and information system of the organization. 5. Quality. Quality management. Quality dimensions. SERVQUAL model. 6. Decision making process in a company. Making management decisions. 7. Planning (planning essence, steps, management levels and hierarchy of plans, planning horizons, shapes of plans, barriers, strategic management). 8. Organization (organization design, organizational chart, distribution of authority, delegation, decentralization and centralization, differentiation and integration, coordination). 9. Leadership (roles and the activity peculiarities of the leader, personal features of the leader, leadership styles and behaviour, organization of the leader's work, motivation, teamwork). 10. Management of conflicts, changes and stress in an organization (causes of conflicts and management strategies, the model of changes process, planned and unplanned changes, organizational development, nature of stress and its management). 11. Control (efficient control, designing of the control systems). 12. Conception of the enterprise management and management efficiency. 			
Recommended or required reading and other learning resources/tools			
<ol style="list-style-type: none"> 1. Griffin R.W.(2008). Fundamentals of Management. Huoghton Mifflin Company: USA. 2. Julie Zhuo (2019) .The Making of a Manager: What to Do When Everyone Looks to You. Portfolio. 			